



**COUNTY OF LOS ANGELES
TREASURER AND TAX COLLECTOR**



KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 437
LOS ANGELES, CA 90012

MARK J. SALADINO
TREASURER AND TAX COLLECTOR

November 20, 2003

TELEPHONE
(213) 974-2101

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(213) 626-1812

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**RECOMMENDATION TO APPROVE AMENDMENTS TO EXTEND THE TERM OF
CONTRACTS FOR CLEAN UP AND TRASH REMOVAL SERVICES
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Chairman to sign the attached amendments to extend the current contracts with Si-Nor, Incorporated (Contract No. 72563), Absolute Professional Services (Contract No. 72564), and International Environmental Corporation (Contract No. 72565), for the provision of clean up and trash removal services related to the administration of Public Administrator decedent estates and Public Guardian conservatorship cases, effective January 4, 2004 through April 30, 2004.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

As the Public Administrator for Los Angeles County, the Treasurer and Tax Collector (TTC) administers decedent estates and under agreement with the Department of Mental Health, also provides estate management services to conservatee estates. The as-needed services include indoor and outdoor clean up and trash removal at estate properties located throughout Los Angeles County and occasionally in neighboring counties and are being performed on a rotational basis by the three current contractors. The size and complexity of the job and the condition of the job site varies.

On January 4, 2000, the Board approved the existing contracts with Si-Nor, Incorporated (Si-Nor), Absolute Professional Services (Absolute), and International Environmental Corporation (IEC) for the provision of clean up and trash removal services and are due to expire on January 3, 2004. The recommended amendments will extend the current contracts through April 30, 2004. TTC prepared the Invitation for

Bids (IFB) re-solicitation documents to replace the existing contracts, which were mailed out to 146 prospective bidders. TTC received only two viable bids, which are not sufficient to handle the volume of the estates under administration of the Public Administrator and Public Guardian. The recommended amendments will extend the current contracts and will allow TTC additional time to reissue the IFB. TTC will review the requirements of the IFB and take extra measures to secure a response from additional bidders to encourage sufficient competition.

The approval of the recommended amendments will allow TTC to continue providing uninterrupted services for the decedent and conservatee estates it administers.

Implementation of Strategic Plan Goals

The approval of these contract amendments is consistent with the County's Strategic Plan Goal of Organizational Effectiveness. These contracts will continue to improve operations through the utilization of the contractors' expertise to effectively provide these as-needed clean up and trash removal services in a timely and cost-effective manner.

FISCAL IMPACT/FINANCING

Funds are appropriated in the current year's budget for these services, offset by reimbursement from the individual estate(s).

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current contracts with Si-Nor, Absolute, and IEC were adopted by the Board on January 4, 2000. The amendments will become effective January 4, 2004 through April 30, 2004, upon your Board approval. There is no negative impact to County employees as these services are provided under contract on an as-needed, intermittent basis. The attached amendments have been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES

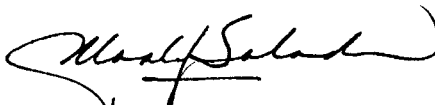
The recommended amendments, extending the term of the existing contracts, will ensure uninterrupted clean up and trash removal services to the decedent and conservatee estates under management of both TTC and the Department of Mental Health.

Honorable Board of Supervisors
November 20, 2003
Page 3

CONCLUSION

Instruct the Executive Officer-Clerk of the Board of Supervisors to return two (2) signed originals of each separate amendment and one (1) adopted stamped Board letter to TTC.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark J. Saladino", written over a horizontal line.

MARK J. SALADINO
Treasurer and Tax Collector

MJS:WED:bd

Attachments

- c: Executive Officer-Clerk of the Board of Supervisors
 Chief Administrative Officer
 County Counsel
 Department of Mental Health

**CONTRACT FOR THE PROVISION OF
CLEAN UP AND TRASH REMOVAL SERVICES
CONTRACT NO. 72563**

AMENDMENT NO. 3

This Amendment Number Three is entered into by and between the County of Los Angeles (hereinafter, "COUNTY"), a political subdivision of the State of California, by and through its Treasurer and Tax Collector (hereinafter, "TTC"), and Si-Nor, Incorporated, (hereinafter "CONTRACTOR") with regard to the following recitals:

WHEREAS, on January 4, 2000, the COUNTY entered into a Contract with CONTRACTOR, for the provision of clean up and trash removal services; and

WHEREAS, Section 3, Changes and Amendments, Paragraph C, of the aforementioned Contract, allows for revisions to any term or conditions included in this Contract by a negotiated Amendment to this Contract, which shall be executed by CONTRACTOR, and thereafter by COUNTY'S Board of Supervisors;

NOW, THEREFORE, it is agreed to between the parties that the Contract shall be modified as follows:

- I. The Contract between COUNTY and CONTRACTOR, dated January 4, 2000, as amended on September 27, 2001 and November 12, 2002, is hereby incorporated by reference and all Terms and Conditions shall be given full force and effect as if fully set forth herein.**
- II. Section 5, Term, Paragraph A of the Contract, shall be amended to include the following:**
 1. Effective January 4, 2004, the term of this Contract shall be extended through April 30, 2004, if not sooner terminated as provided herein, upon approval thereof by COUNTY'S Board of Supervisors.

Except for the changes set forth herein, all other terms and conditions of the Contract shall remain the same.

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IN WITNESS WHEREOF, CONTRACTOR has executed this Contract, or caused it to be dully executed and the County of Los Angeles, by order of its Board of Supervisors, has caused this Amendment to be executed on its behalf by the Chairman of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first below written.

By _____
CONTRACTOR Date

COUNTY OF LOS ANGELES

By _____
Chairman, County of Los Angeles Date

ATTEST:

Violet Varona-Lukens
Executive Officer
Clerk of the Board of Supervisors

By _____
Deputy Date

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By _____
Principal Deputy
County Counsel Date

**CONTRACT FOR THE PROVISION OF
CLEAN UP AND TRASH REMOVAL SERVICES
CONTRACT NO. 72564**

AMENDMENT NO. 3

This Amendment Number Three is entered into by and between the County of Los Angeles (hereinafter, "COUNTY"), a political subdivision of the State of California, by and through its Treasurer and Tax Collector (hereinafter, "TTC"), and Absolute Professional Services, (hereinafter "CONTRACTOR") with regard to the following recitals:

WHEREAS, on January 4, 2000, the COUNTY entered into a Contract with CONTRACTOR, for the provision of clean up and trash removal services; and

WHEREAS, Section 3, Changes and Amendments, Paragraph C, of the aforementioned Contract, allows for revisions to any term or conditions included in this Contract by a negotiated Amendment to this Contract, which shall be executed by CONTRACTOR, and thereafter by COUNTY'S Board of Supervisors;

NOW, THEREFORE, it is agreed to between the parties that the Contract shall be modified as follows:

- I. **The Contract between COUNTY and CONTRACTOR, dated January 4, 2000, as amended on September 27, 2001 and November 12, 2002, is hereby incorporated by reference and all Terms and Conditions shall be given full force and effect as if fully set forth herein.**
- II. **Section 5, Term, Paragraph A of the Contract, shall be amended to include the following:**
 1. Effective January 4, 2004, the term of this Contract shall be extended through April 30, 2004, if not sooner terminated as provided herein, upon approval thereof by COUNTY'S Board of Supervisors.

Except for the changes set forth herein, all other terms and conditions of the Contract shall remain the same.

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IN WITNESS WHEREOF, CONTRACTOR has executed this Contract, or caused it to be dully executed and the County of Los Angeles, by order of its Board of Supervisors, has caused this Amendment to be executed on its behalf by the Chairman of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first below written.

By _____
CONTRACTOR Date

COUNTY OF LOS ANGELES

By _____
Chairman, County of Los Angeles Date

ATTEST:

Violet Varona-Lukens
Executive Officer
Clerk of the Board of Supervisors

By _____
Deputy Date

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By _____
Principal Deputy
County Counsel Date

**CONTRACT FOR THE PROVISION OF
CLEAN UP AND TRASH REMOVAL SERVICES
CONTRACT NO. 72565**

AMENDMENT NO. 3

This Amendment Number Three is entered into by and between the County of Los Angeles (hereinafter, "COUNTY"), a political subdivision of the State of California, by and through its Treasurer and Tax Collector (hereinafter, "TTC"), and International Environmental Corporation, (hereinafter "CONTRACTOR") with regard to the following recitals:

WHEREAS, on January 4, 2000, the COUNTY entered into a Contract with CONTRACTOR, for the provision of clean up and trash removal services; and

WHEREAS, Section 3, Changes and Amendments, Paragraph C, of the aforementioned Contract, allows for revisions to any term or conditions included in this Contract by a negotiated Amendment to this Contract, which shall be executed by CONTRACTOR, and thereafter by COUNTY'S Board of Supervisors;

NOW, THEREFORE, it is agreed to between the parties that the Contract shall be modified as follows:

- I. The Contract between COUNTY and CONTRACTOR, dated January 4, 2000, as amended on September 27, 2001 and November 12, 2002, is hereby incorporated by reference and all Terms and Conditions shall be given full force and effect as if fully set forth herein.**
- II. Section 5, Term, Paragraph A of the Contract, shall be amended to include the following:**
 1. Effective January 4, 2004, the term of this Contract shall be extended through April 30, 2004, if not sooner terminated as provided herein, upon approval thereof by COUNTY'S Board of Supervisors.

Except for the changes set forth herein, all other terms and conditions of the Contract shall remain the same.

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IN WITNESS WHEREOF, CONTRACTOR has executed this Contract, or caused it to be dully executed and the County of Los Angeles, by order of its Board of Supervisors, has caused this Amendment to be executed on its behalf by the Chairman of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first below written.

By _____
CONTRACTOR Date

COUNTY OF LOS ANGELES

By _____
Chairman, County of Los Angeles Date

ATTEST:

Violet Varona-Lukens
Executive Officer
Clerk of the Board of Supervisors

By _____
Deputy Date

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By _____
Principal Deputy
County Counsel Date